

West Hartford Substance Abuse Prevention Commission (SAPC)
Meeting Minutes
December 8, 2016

Roll Call: Joe Kalache, Dave Pauluk, Joan Biagioni, Helen Drohan, Leo Negron, Joanna Curry-Sartori, Ed D’Addio, Jamahl Hines, Jen Schensul, Jaclyn Dulude, Grace Johnson, Sagar Patel, Amal Ali

Absent: Gretchen Nelson, Benjamin Grippo, Nordia Napier, Chastity Rodriguez, David Eppner

Approve Minutes: November minutes approved by vote.

Old Business:

Standing Rules:

Sub Committee (Joanna Curry-Sartori, David Eppner, Ed D’Addio) met to discuss and brought draft for discussion.

Ground Rules discussed:

- Participate equally
- Listen respectfully
- Support the agenda- keep remarks relevant, offer suggestions.
- Debate issues, not personalities (avoid questioning motives)
- Use manners, be polite.
- From Robert’s rules:
 - “I move...” to intro a new topic or idea
 - Chair holds a vote to conclude discussion and confirm decision of the commission.

Commission members reviewed draft documents to generate discussion regarding meeting structures and standing rules. Discussion ensued about how commission members prefer to conduct business. Comments included, but were not limited to the following:

- Monthly check-ins on progress of projects funded by CASAC grant.
- Voices from the public-include time for experts in the field of prevention/intervention to present to the commission.
- Discuss mission and purpose to drive commission work.
- Consider mandate and purpose with respect to advising the Town Council.

The Commission unanimously approved the Standing Rules with the understanding that they may be modified as needed.

The Commission unanimously approved a formal agenda that allows for public commentary at the beginning of the meeting during public forum, and again during meeting discussions, with a limit of one minute per speaker.

Chair for SAPC

A call was made for a Commission chair. There were no volunteers. Other options were proposed, such as the appointment of a small leadership team with rotational responsibility for chairing meetings. The Commission unanimously approved the appointment of an executive leadership team to include Jaclyn Dulude and possibly two other members who were not present at this meeting. Next Step: Joanna to contact these two members to discover their interest in serving in this capacity.

CASAC RFP

Social services administers the CASAC grant of \$7,141,55. Individuals in attendance submitted requests for CASC funding. Each individual was allotted two-three minutes to describe/ support their respective proposals. SAPC voting members who did not submit requests for proposal reviewed the requests and identified their recommendations for Social services re the allocation of funding.

| Project/Organization | Requested Funds | Recommended by SAPC |
|----------------------|-----------------|---------------------|
| BOE-Care Card | \$975 | \$590 |
| COC | \$2,000 | \$2000 |
| DSS/WHPS | \$800 | \$800 |
| LBE/ICR | \$2,500 | \$451.55 |
| Bridge Family Center | \$1,500 | \$1500 |
| | | |
| Fight the New Drug | \$3,500 | \$1800 |

New Business:

- Meeting dates for 2017 will be posted soon.

Appointments

- Kimberly Ambrose, Asst. Principal Hall High School will submit request to serve on commission and assuming she is approved, Jahmal Hines, Conard HS will resign and attend as need to contribute to the agenda.
- There is one remaining vacancy on the commission. The previous commission suggested this vacancy be filled by a member of the community representing a different

perspective- e.g. a doctor who prescribes pain killers, a rep from pharmacy, clergy or member of media.

Adjourn

The meeting adjourned at 6:30 PM.

Respectfully submitted,

Joanna Curry-Sartori

December 9, 2016

